County of Los Angeles
CHIEF EXECUTIVE OFFICE

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May 21, 2009

To: Supervisor Don Knabe, Chair
        Supervisor Gloria Molina
        Supervisor Mark Ridley-Thomas
        Supervisor Zev Yaroslavsky
        Supervisor Michael D. Antonovich

From: William T Fujioka
        Chief Executive Officer

CHIEF EXECUTIVE OFFICE REQUEST TO PROMOTE MS. KATHLEEN HOUSE TO THE POSITION OF SENIOR MANAGER, CEO

Consistent with the Board-approved policy on management appointments, this office requests authorization to promote Ms. Kathleen House to the vacant and budgeted position of Senior Manager, CEO in the Service Integration Branch (SIB) in the Chief Executive Office at an annual salary of $160,813.32 (S17, Step 5). This salary represents a 6.35% increase over her current salary and is justified because of her extensive experience and technical expertise that she brings to this position, as well as, the level of responsibility required for this function.

This position reports to the Children and Families' Well-Being Deputy Chief Executive Officer and has responsibility for overseeing and providing management and direction for the Service Integration Branch. Ms. House has over 36 years of experience in the County of Los Angeles in a variety of functions. She has been acting as the Branch Manager since June 2007 when the previous manager was appointed to the position of Deputy Chief Executive Officer. Prior to that, she performed the duties of Assistant Branch Manager of SIB for the period of October 2004 through June 2007. In these positions she has demonstrated outstanding managerial skills and her ability to maintain a positive rapport with a wide variety of public and private entities.

Ms. House oversees a workforce of over 50 staff that are responsible for leading, facilitating and managing major service integration projects and initiatives including: Centralized Case Management (a multi-departmental data sharing effort to help keep children safe); Magnolia Place (a public private community partnership); and the DCFS/DPSS Linkages Project (which assists families served jointly by both departments).

"To Enrich Lives Through Effective And Caring Service"

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In addition Ms. House provides management oversight to the Revenue Enhancement section which is headed by the County's Local Governmental Agency that oversees the County's Medical Administrative Activities (MAA)/Targeted Case Management (TCM) Program; 211 Information and Referral Contract; Office of Child Care; the Katie A. Settlement Project; and a number of other projects, including Data Mining through the Research and Evaluation Services Section.

One of the major County initiatives she is responsible for includes the $100 million Homeless Prevention Initiative (HPI) which has been successful in implementing 26 programs that have served over 21,000 individuals and 10,000 families. As part of the HPI, the Branch, in collaboration with the Community Development Commission, released Requests for Proposals to cities/communities in the amount of $32 million and $20 million for a Revolving Loan Fund. Ms. House also has responsibility for providing management oversight to Project 50, which has moved over 50 of the County's most vulnerable chronically homeless individuals into permanent supportive housing. In addition, she worked closely with the Department of Children and Family Services (DCFS) to successfully implement the Beyond Shelter Program which has moved 300 families off Skid Row into permanent housing.

In accordance with the policy on managerial salaries, unless we are informed otherwise from your offices by May 29, 2009, we will proceed with Ms. House's appointment to the Senior Manager, CEO position.

Please contact me if you have any questions or need additional information.

WTF:SRH
SP:p

house.sal